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ALBERTA CORRESPONDENCE SCHOOL



LEARNING
ANYWHERE
ANYTIME
A.C.S.

1985 - 86

Alberta
EDUCATION



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ALBERTA CORRESPONDENCE SCHOOL CALENDAR

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Harley Court
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Edmonton, Alberta
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ACADEMIC SCHEDULE

1985

- June 3: Applications accepted from Junior and Senior High School students for registration in courses for the 1985-86 school year.
- Note:** Students who apply after June 3, but who wish to complete a course for September 1985 **must** specify that they wish to register for the 1984-85 school year.
- August 16: Last day for receipt of lessons from classroom students enrolled in non-diploma examination subjects who wish to write their final tests upon their return to school in September.
- August 23: Final tests in non-diploma examination subjects mailed to principals for all eligible classroom students.
- September 13: Expiry date of registration for students who **enrolled** during the 1983-84 school year.
- December 2: Last day for submission of applications for provincial diploma examinations by students who wish to write in January.

1986

- January 2: Last day for receipt of lessons in the provincial diploma examination subjects from students who wish to write in January.
- January 3: Final tests in provincial diploma examination subjects for classroom students mailed to principals.
- January 10: Last day for receipt of lessons in non-diploma examination subjects from classroom students who wish to write their final tests at the end of the first semester.
- January 14: Last day for receipt of final tests in the provincial diploma examination subjects from students who wish to write the January examinations.
- January 17: Final tests in non-diploma examination subjects for all eligible classroom students mailed to principals.
- April 15: Last day for submission of requisitions for provincial examinations by students who wish to write in June.
- May 16: Last day for receipt of lessons in provincial diploma examination subjects from classroom students who wish to write in June.
- May 23: Last day for receipt of lessons from classroom students enrolled in non-diploma examination subjects who wish to write their final tests at the end of the second semester.
- May 27: Final tests for all eligible classroom students mailed to principals.

1986 (continued)

- June 2: Applications accepted from Junior and Senior High School students for registration in courses for the 1986-87 school year.
- June 13: Last day for receipt of final tests in the provincial diploma examination subjects from students who wish to write the June examinations.
- July 11: Last day for receipt of lessons in the provincial diploma examination subjects from students who wish to write the August examinations.
- July 31: Last day for the receipt of final tests in the provincial diploma examination subjects from students who wish to write the August examinations.
- August 15: Last day for the receipt of lessons in non-diploma examination subjects from classroom students who wish to write their final tests upon their return to school in September.
- August 22: Final tests in non-diploma examination subjects mailed to principals for all eligible classroom students.
- September 12: Expiry date of registration for students who **enrolled** during the 1984-85 school year.

1987

- September 11: Expiry date of registration for all courses in which students enrolled during the 1985-86 school year.

GENERAL REGULATIONS

1. Registration

All registrations are valid until September of the year following the year of enrollment. All registrations during the 1985-86 school year are valid until September 1987.

2. Counselling and Guidance

Guidance in course selection is provided in the Handbook, but further assistance in the selection of courses and educational programs is available on request from ACS for all non-classroom students.

Classroom students are expected to consult with their school principals or counsellors with regard to their courses and programs.

3. Testing

A supervised test is required in all courses taken for high school credit, including provincial diploma examination subjects.

No final test is required in Junior High courses or adult upgrading or interest courses.

4. Fees

Fees in the form of cheques or money orders payable to the Provincial Treasurer must accompany all applications for enrollment, except where courses are provided free of charge.

Courses are provided free of charge for Alberta residents to all non-classroom students under 16 years of age; to all persons unable to attend regular classes for medical reasons; to persons 65 years of age or older; to unmarried pregnant females; to persons in a place of detention; and to persons in receipt of social assistance upon the receipt of the appropriate certificate or authorization.

5. Refunds

A full refund of fees will be made only when an application is not accepted or where a request for withdrawal of the application is made before the lesson materials have been shipped.

A partial refund of fees will be made on courses cancelled within 60 days of the date of shipment of the materials where materials are returned unused and intact.

No refund will be made on cassettes or diskettes at any time.

6. Laboratory Assignments

Laboratory assignments are required in most science courses, as well as certain other subjects.

Students who do not have access to school lab facilities must purchase a lab kit from ACS.

7. Cassettes and Diskettes

Modern language courses and shorthand courses require the use of cassettes. These must be purchased from ACS if students do not have access to a set at their school.

Computer Literacy 10X requires the purchase of a diskette of programs for the Apple computer from ACS.

Because they can be erased or recorded over, cassettes and diskettes are sold on a strict "No return—no refund" basis. Faulty cassettes or diskettes will, however, be replaced without charge, and lost or damaged cassettes or diskettes can be replaced for a fee of \$2 per cassette and \$5 per diskette.

8. Textbooks

Normally, textbooks are lent only to Alberta residents who are not attending school. Classroom students and out-of-province students can purchase the required books from the School Book Branch, Alberta Education, Edmonton, Alberta T5K 0L2, if they cannot be obtained locally. When ordering a textbook from the School Book Branch, please quote the number listed after the name of the book.

ACS will, however, lend out-of-print textbooks to classroom students in Alberta upon receipt of the application form for the loan of textbooks that is provided with courses that require the use of such books. Out-of-province students will be lent these out-of-print books upon the receipt of a caution fee by ACS equal to the price of the books. This caution fee will be refunded upon the return of the books in a satisfactory condition.

Out-of-print textbooks are indicated by a double asterisk () in front of the name of the book.**

Textbook prices quoted in the calendar are the latest figures available but are subject to change without notice.

AVAILABLE COURSES AND FEES FOR JUNIOR HIGH SCHOOL

An out-of-province student is one who is temporarily living outside Alberta at the time of registration, or who lives in Alberta but indicates that lessons will be submitted from outside Alberta. A complete grade consists of five compulsory courses and four options. The courses are listed below with the respective fees. Courses are provided without charge to all in-province students under 16 years of age who are not attending school.

	In-Province Students	Out-of-Province Students
A. Complete Grade (compulsory subjects plus four options)	\$100.00	\$200.00
B. Compulsory Subjects (for Grades 7, 8, and 9) per subject . . .	\$ 20.00	\$ 40.00
Language Arts		
Mathematics (Holt) or Mathematics (Modified)		
Social Studies		
Science (requires a kit; add \$5.00 to the fee)		
Health (Grades 7 and 8) or Health and Guidance (Grade 9)		

C. Options

Each year students must select four options. At least one option each year must be from Group A. The other options may be from Group A or Group B. Group A options are listed below. Group B options are on the next page.

Group A Options (per subject)	\$ 20.00	\$ 40.00
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- Grade 7 Art A
 - *French A (Add \$10.00 for 5 cassettes.)
 - *German A (Add \$6.00 for 3 cassettes.)
 - *Ukrainian A (Add \$4.00 for 2 cassettes.)

- Grade 8 Art B
 - *French B (Add \$8.00 for 4 cassettes.)
 - *German B (Add \$8.00 for 5 cassettes.)
 - *Ukrainian B (Add \$8.00 for 4 cassettes.)

- Grade 9 Art C
 - *French C (Add \$10.00 for 3 cassettes.)
 - *German C (Add \$10.00 for 5 cassettes.)
 - *Ukrainian C (Add \$8.00 for 4 cassettes.)

PLEASE NOTE:

These courses are intended to be taken in sequence. Students enrolling in them for the first time are expected to enroll in the "A" level. The "B" and "C" levels may be taken after the student has successfully completed the "A" level. Special consideration may be given in some circumstances to begin at a level other than "A".

Community Economics (may be selected for any grade)

Junior High Typing (recommended for Grade 9 only)

Accident Prevention (may be selected for any grade)

***NOTE: Cassettes are compulsory for second language courses.**

	In-Province Students	Out-of-Province Students
Group B Options (See next section for a description) per option . . .	\$ 15.00	\$ 30.00

The following may be selected for any grade level; however, some recommendations are made based on the difficulty students may have with each module. Capable students should have very little difficulty. Other students are reminded that they might be wise to choose those recommended for their grade level.

Initial enrollment in a modular course is \$15.00. Subsequent modules in the same year are \$5.00 each. (\$30.00 and \$10.00 for out-of-province students).

- Know Alberta:
 - Module 1: Prehistory of Alberta
 - Module 2: The Native Peoples
 - Module 3: Settlement of Alberta
 - Module 4: Geography of Alberta
 - Module 5: Government of Alberta
 - Module 6: Municipal Government

- Anthropology:
 - Module 1: Introduction to Anthropology
 - Module 2: The Ways of Man

- Looking at China:
 - Module 1: Across a Chinese Bridge
 - Module 2: Living with the Landscape

- Forestry:
 - Module 1: The Forest
 - Module 2: The Tree
 - Module 3: Forest Products
 - Module 4: Forest Measurement (Grade 9 only)

- The Story of Mathematics (recommended for Grades 8 and 9 only)
- Metrication (recommended for Grade 9 only)
- Ecology (recommended for Grade 9 only)
- Flight (recommended for Grade 9 only)
- Needlecraft (recommended for Grades 8 and 9 only)
- Letter Writing (recommended for Grades 8 and 9 only)

Note: Options which are taken in one grade may not be repeated in another grade.

JUNIOR HIGH SCHOOL COURSES

Language Arts 7 Course Code: 0701 This course is designed to help students improve their communication skills by improving their language skills. The first four lessons offer some general understanding of the communication process. In the remainder of the course, each lesson is divided into the following sections: **Understanding language**, to provide familiarity with the basic structure of the English language; **Vocabulary building**, to extend vocabulary and to provide an understanding of how the English language has grown and developed; **Developing writing skills**, to help improve writing skills; and **Appreciating literature**, to examine how others have expressed their thoughts and feelings, and also to provide students with the opportunity to learn from others and to enjoy themselves. A dictionary is required. Thirty lessons.

Textbook:	<i>Patterns of Communicating I:</i> Glatthorn & Christensen; 0669 005 38X \$21.10 <i>Experiences:</i> Bell & Buxton 0471 063 967 \$10.75	Prerequisite: Grade 6 Language Arts
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Mathematics 7(Holt) Course Code: 0702 This is an academically oriented course with emphasis placed on strengthening students' abilities to compute whole numbers, fractions, and decimals. Basic ideas in geometry, measurement, and proportion are also presented, and algebra and graphics concepts are introduced. Course includes teaching notes which repeat important points from the textbook and explain these points in greater detail. Review exercises to maintain skills and self-correcting exercises for practice are also provided. Metric units are used throughout the course, and graphics are used extensively to highlight concepts, reinforce instructions, and add variety. Thirty lessons which include two review lessons and a final exam lesson.

Textbook:	<i>Holt Math 1: 0039 213 706</i>	\$19.30	Prerequisite: Grade 6 Math
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Mathematics 7(Modified) Course Code: 0703 A modified and simplified course for students who wish a more practical approach to mathematics and who are interested in the general mathematics program. Topics include geometry, whole numbers, measurement, perimeter and area, fractions, decimals, ratio and proportion, and graphs. Thirty lessons including four review lessons and a final test lesson.

Textbook:	None	Prerequisite: Grade 6 Math
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Social Studies 7 Course Code: 0703 Deals with people from around the world—how they live, what they do, what they like, and why they quarrel with each other. Also looks at the European settlement of Canada—how the early French and English Canadians formed a country. Settlement of Western Canada including an examination of the cultural contribution of such different groups as the Ukrainians, Chinese, and Hutterites. Thirty lessons including three review lessons and a final test lesson. A dictionary and an atlas are required.

Textbook:	<i>Pygmies of the Ituri Forest:</i> Farnham; 0771 588 054 \$5.25	Prerequisite: Grade 6 Social Studies
One of:	<i>**Dream of the Blue Heron:</i> Barnouwn; 0.85 <i>**Plain Girl:</i> Sorensen; 3.60	
One of:	<i>The Japanese Canadians:</i> Ito; 0442 298 919 6.95 <i>The Italian Canadians:</i> Mastrangelo; 0176 018 069 6.95 <i>The Ukrainian Canadians:</i> Burke; 0442 298 633 6.95	

Science 7 Course Code: 0704 This course uses the core-electives approach to study topics about life science (biology), including classification, life processes, interaction of living things with their environment, cellular structure and function. Experimental work is required, and a science kit is available from ACS for those students who do not have access to a school laboratory. Thirty lessons.

Textbook:	<i>Life Science, A Problem Solving Approach:</i> Carter et al; \$21.00 0770 205 488	Prerequisite: Grade 6 Science Science Kit: \$5.00
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Health 7 Course Code: 0705 This course is designed to provide the information that you, as a young person, need to develop good, meaningful health practices. Covers information about growth and the structure and functions of body systems, as well as material to help promote safer and healthier living practices. Also aims at developing an appreciation for the work of scientists, doctors, and humanitarians who have sought, over the years, to improve health practices. Sixteen lessons.

Textbook:	None	Prerequisite: Grade 6
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****Textbooks marked with asterisks are out of print and in short supply. Students should attempt to obtain their own copies.**

Please enter the course code number, given after the course name, on your application beside the course name.

Language Arts 8 *Course Code: 0801* This course continues the study of English begun in Language Arts 7. Deals with elements of grammar and the parts of speech, vocabulary, spelling, punctuation, sentences, paragraphs, essays and literature. A suitable dictionary is required. Thirty lessons.

Textbook:	<i>Patterns of Communicating Level 2:</i> Glatthorn et al; 0669 005 401	\$22.55	Prerequisite: Grade 7 Language Arts
	<i>Explorations: Bell & Buxton; 0471 063 975</i>	\$10.75	

Mathematics 8(Holt) *Course Code: 0802* A continuation of Mathematics 7(Holt). Concentrates on the areas of integers, fractions, decimals, and exponents. Also deals with geometry, measurement, algebra, graphing, and proportion. Teaching notes give detailed explanations and examples of problem solutions. Each lesson incorporates review and practice exercises, and metric units and extensive graphics are featured. Thirty lessons including two review lessons and a final test lesson.

Textbook:	<i>Holt Mathematics 2: 0039 213 749</i>	\$19.30	Prerequisite: Holt Mathematics 7
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Mathematics 8(Modified) *Course Code: 0806* A continuation of Mathematics 7(Modified), providing a more practical and simplified approach to mathematics for students interested in the general mathematics program. Topics include place value, addition, subtraction, multiplication, division, equations, problems, geometric terms, constructions and graphs, fractions, decimals, ratio and proportion, measurement, algebra, banking, working, and buying goods. Thirty lessons, including two review lessons and a final test lesson.

Textbook:	None		Prerequisite: Grade 7 Mathematics
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Social Studies 8 *Course Code: 0803* This course covers Canada's political system including the three levels of government: federal, provincial, and local or municipal. Traces the development of representative and responsible government, deals with our constitution and the rights, freedoms, and responsibilities of citizenship. Also covers the Canadian legal system—why we have laws and how law enforcement, police forces, the parole system, the jury system, and our courts work. In the second half of the course, you will examine the development of nations in Africa and Asia, with emphasis given to the four periods in the development: Pre-Imperialism, Western Domination, The Struggle for Independence, and Modernization since gaining Independence. You will examine the difficulties developing nations face as they attempt to modernize certain aspects of their way of life. Thirty lessons including a review and a final test lesson. A dictionary and an atlas are required.

Textbook:	One of the following: <i>E. Cora Hind (Canadian Series):</i> Hacker; 0889 026 661	\$460	Prerequisite: Grade 7 Social Studies
	<i>Ernest Thompson Seton; (Canadian Series):</i> Redekop; 0889 026 610	4.60	
	<i>R.B. Bennett (Canadian Series):</i> Saunders; 0889 026 53X	4.60	

Science 8 *Course Code: 0804* This course uses the core-elective approach to study topics involved in Earth Sciences. Major concepts include the Earth's place within the solar system and the universe, the composition of the earth's crust, and the processes involved in changing the crust, atmosphere, and weather. Experimental work is required and a science kit is available from the ACS. Thirty lessons.

Textbook:	<i>Earth Science: Challenges to Science:</i> Heller et al; 0070 824 282	\$27.80	Prerequisite: Grade 7 Science Science Kit: \$5.00
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Health 8 *Course Code: 0805* This course is designed to help you accept growth and its related problems. The lessons provide information about safety in sports and at school, about food nutrients, and about the body's utilization of food. Also includes history or the progress made over the centuries to prevent and control diseases and to promote optimum health. Sixteen lessons.

Textbook:	None		Prerequisite: Grade 7 Health
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Language Arts 9 *Course Code: 0901* This course is a combination of language and literature. The language section is a study of composition, grammar, and vocabulary, with the aim of helping you to communicate better. You should get a deeper understanding of the English language and improve your speaking and writing ability. The grammar and vocabulary sections will enable you to learn the skills needed to express your ideas in a more acceptable way. A suitable dictionary is required. Thirty lessons.

Textbook:	<i>Patterns of Communicating, Level 3:</i> Glatthorn, Christensen; 0669 954 713	\$24.85	Prerequisite: Language Arts 8
	<i>Reflections: Bell & Buxton; 0471 063 983</i>	10.75	

Mathematics 9(Holt) Course Code: 0902 This course deals with the adding, subtracting, multiplying, and dividing of whole numbers, integers, fractions, and rational numbers. Solving and graphing equations and inequalities are also covered. The measurement of perimeter, area and volume is taught, as is the construction of various polygons, prisms, pyramids and other regular polyhedra. A major emphasis of this course is on algebra where students will be expected to add, subtract, multiply and divide monomials, binomials, and polynomials. Thirty lessons.

Textbook: *Holt Mathematics 3:* 0039 200 140 \$19.30 Prerequisite: Holt Mathematics 8

Mathematics 9(Modified) Course Code: 0906 This course is a continuation of Mathematics 8 (Modified) and provides a more practical and simplified approach for students interested in the general mathematics program. Topics include place value, multiplication and division of whole numbers, greatest common factor, least common multiples, angles and polygons, triangles and quadrilaterals, graphs, fractions and mixed numerals, decimals, per cent, formulas, perimeter, area and volume, conversion of measures, integers, formal equation solving, problem solving, and sets. Thirty lessons, including two review and a final test lesson.

Textbook: None Prerequisite: Mathematics 8

Social Studies 9 Course Code: 0903 The first part of the course examines the growth of industrialization, including an explanation of the principles of a market economy and the issues related to the growth of industrialization in Great Britain during the 18th and 19th centuries, the living conditions of industrial workers and the development of labor and management relations, and such issues as materialism, quality of life, leisure and coping with the technological change. The second part of the course examines the impact of technology in the development of Canadian industry, how industrialization has affected this country in the past and how it affects it today. The final part of the course deals with the principles of a centrally planned economy such as that found in the Soviet Union. The structure of government and how it regulates the economy will be examined. Other areas of study include citizens' lifestyles, individual freedom, and the development of culture within the Soviet Union. Thirty lessons.

Textbook: *People, Technology & Change:* Prerequisite: Social Studies 8
 Evan & Moynes; 0070 924 21X \$15.85
The Technology Connection; Botting et al;
 0888 290 055 11.70
 Library *The Soviet Union & Eastern Europe*
 Book *(World Culture Series);* Botting; 0590 301 586 8.15

Science 9 Course Code: 0904 The core-elective approach is used to study topics about physical science. The main theme is matter and energy. Major concepts involve a study of the structure of matter, kinetic molecular theory, metric measurement, density, heat, temperature, and how energy permits work to be done. Experimental work is required and a science kit is available from ACS. Thirty lessons.

Textbook: *Physical Science, A Problem Solving Approach:* Prerequisite: Science 8
 Carter et al; 0770 205 496 \$21.00 Science Kit: \$5.00

Health 9 Course Code: 0905 Course provides information about the respiratory system, circulatory system, nervous system, and endocrine gland system. Also deals with safety and community health. Guidance portion of course provides information about the importance of understanding your own abilities, interests, and values, with the emphasis on personal responsibility for decision making. Sixteen lessons.

Textbook: None Prerequisite: Health 8

(Out-of-province students use Course Code 0915)

JUNIOR HIGH SCHOOL "A" OPTIONS

Accident Prevention: Contains two, six-lesson modules. The first, Traffic Safety, deals with the problems of safety on the highways. The second, Home Safety, deals with the hazards present in all areas of daily life, presents information to help students become aware of these hazards, and teaches them how to cope with them. Twelve lessons.

Textbook: None Prerequisite: None

Art A: Introduces the design elements through exercises in pattern making, printing, painting and sculpture. A limited amount of paper is supplied with the course, but students must provide their own tempera paints and brushes. Twelve lessons.

Textbook: None Prerequisite: None

The course code numbers for options are given on page 10.

Art B: Follow-up course to Art A. A limited amount of paper is supplied with the course, but students must provide their own tempera paints and brushes. Twelve lessons.

Art C: Follow-up course to Art B. A limited amount of paper is supplied with the course, but students must provide their own tempera paints and brushes. Twelve lessons.

Textbook: None Prerequisite: Art B

Community Economics: Available for any grade. Course is divided into two parts. Part I is entitled "Clubs" and deals with some general duties of the club executive, and the responsibilities of club members. Part II is entitled "Local Government", and deals with how leaders of communities are chosen, who chooses them, and what work these leaders do after they are chosen. Twelve lessons.

Textbook: None Prerequisite: None

French A: Introductory course in French. Cassettes are required and these are available from ACS. Students must record their oral assignments and so require access to a cassette player equipped with a microphone. Twelve lessons.

Textbook: ***French for Mastery Level I:* 1975 Edition Prerequisite: None
0669 621 668 \$18.95 Cassettes: \$10.00

French B: Follow-up course to French A. Requires use of cassettes available from ACS, and students must have access to a cassette player with a microphone in order to record their oral assignments. Twelve lessons.

Textbook: ***French for Mastery Level I:* 1975 Edition; Prerequisite: French A
0669 621 668 \$18.95 Cassettes: \$8.00

French C: Follow-up course to French B. Requires use of cassettes available from ACS, and students must have access to a cassette player with a microphone. Twelve lessons.

Textbook: ***French for Mastery Level I:* Prerequisite: French B
0669 621 668 \$18.95 Cassettes: \$10.00

German A: Introductory course in German. Requires use of cassettes available from ACS. Students must have access to a cassette player equipped with a microphone in order to record their oral assignments. Twelve lessons.

Textbook: ***Verstehen und Sprechen:* 1970 Edition, Prerequisite: None
Rehder et al; 0030 827 515 \$25.30
Or: ***Erste Stufe:* Rehder et al 13.10 Cassettes: \$6.00

German B: Follow-up course to German A. Requires use of cassettes available from ACS. Students must have access to a cassette player equipped with a microphone. Twelve lessons.

Textbook: ***Verstehen und Sprechen:* 1970 Edition, Prerequisite: German A
Rehder et al; 0030 827 515 \$25.30
Or: ***Erste Stufe:* Rehder et al 13.10 Cassettes: \$6.00

German C: Follow-up course to German B. Requires use of cassettes available from ACS. Students must have access to a cassette player equipped with a microphone. Twelve lessons.

Textbook: ***Verstehen und Sprechen:* 1970 Edition, Prerequisite: German B
Rehder et al; 0030 827 515 \$25.30
Or: ***Zweite Stufe:* Rehder et al; 0030 849 586 9.10 Cassettes \$10.00

Junior High Typing: Recommended for Grade 9 only. This introductory course in touch typewriting is designed to assist students to determine their interests and abilities in this field, and also for their personal use in typing letters, reports, and notes. Emphasizes the application of correct techniques in learning the keyboard and operating parts of the typewriter, and in developing speed and skill. Students must provide their own typing paper and other supplies, and must own or have access to a suitable typewriter. Twelve lessons.

Textbook: None Prerequisite: None

Ukrainian A: Introductory course in Ukrainian. Requires the use of cassettes available from ACS. Students must have access to a cassette player equipped with a microphone in order to record their oral assignments. Twelve lessons.

Textbook: None Prerequisite: None
Cassettes: \$4.00

Ukrainian B: Follow-up course to Ukrainian A. Requires the use of cassettes available from ACS. Students must have access to a cassette player equipped with a microphone. Twelve lessons.

Textbook: None

Prerequisite: Ukrainian A
Cassettes: \$4.00

Ukrainian C: Follow-up course to Ukrainian B. Requires the use of cassettes available from ACS. Students must have access to a cassette player equipped with a microphone. Twelve lessons.

Textbook: None

Prerequisite: Ukrainian B
Cassettes: \$8.00

JUNIOR HIGH SCHOOL "B" OPTIONS

The following courses and modules require neither textbooks nor prerequisites.

Anthropology: Module I, An Introduction to Anthropology: Recommended for capable students. Deals with the basic concepts of anthropology—the scientific study of man, and considers such questions as, "Who is man? Where does man come from? In what ways does man live differently from other life forms on Earth?" This module explores human customs, various life styles, and the nature of man. Students will have an opportunity to do an anthropological study of themselves and to compare their own way of life to the way people in other societies live. Six lessons.

Anthropology: Module II, The Ways of Man: An intensive look at the work of anthropologists and their studies of human development, religions, customs, and ways of life. The various aspects of the science of anthropology are also considered. Six lessons.

Ecology: Examines air, water, noise and land pollution, wildlife conservation, renewable and non-renewable resources, and the problem of over-population. Six lessons.

Flight: This course outlines the principles of operation of balloons, aeroplanes, and helicopters. Topics covered include stability, propulsion, and streamlining. The historical development of aircraft is also outlined. The approach to the subject is as non-mathematical as possible, and pictures and diagrams are used to explain much of the material. Six lessons.

Forestry: Module 1, The Forest: Introduces the concept of the forest and forestry, and also deals with forest classification, forest resources, enemies of the forest, administration of forest land, and careers in forestry. Five lessons.

Forestry: Module 2, The Tree: Discusses the structure of a tree, life processes including reproduction and growth, and how trees grow in association with other plants. Also teaches plant keys and how to use them to identify trees and shrubs. Five lessons.

Forestry: Module 3, Forest Products: Provides an introduction to wood and what it is, forest harvesting, logging and sawmills and their operation. Also discusses the forest as an outdoor recreation source. Five lessons.

Forestry: Module 4, Forest Measurement: Discusses maps, aerial photographs, and surveying. An introduction to measurement and forest cruising is also presented. Five lessons.

Know Alberta: Module 1, Prehistory of Alberta: Deals with the geologic events that shaped our province before the arrival of man. Covers the formation of rock structures, the evolution of life, fossil records, and events such as the ice ages. The economic importance of events in prehistory is also discussed. Some basic geology is also taught and students are encouraged to carry out their own investigations. Six lessons.

Know Alberta: Module 2, The Native Peoples: Traces the life of the Indians from the time of their arrival in North America thousands of years ago to the present time. Information is given on their connection with Asia and their supposed migration route to North America, as well as on customs, dress, hunting, and organization. The impact of European civilization is explained, and examples of how Indians are gathering forces to regain their sense of their own value are given. Six lessons.

Know Alberta: Module 3, Settlement of Alberta: Discusses briefly the economic, social and political history of early Alberta. The development of the province from a fur-trapping to an agricultural area, and then to an urban community is examined. The role of transportation and the importance of immigrants in the story is of major concern. Six lessons.

The course code numbers for options are given on page 10.

Know Alberta: Module 4, Geography of Alberta: Looks at the geographical aspects of our province. The physical geography studied includes landforms, soils and vegetation, and climate and weather. The human elements of Alberta geography are also studied, and these include settlement patterns, urbanization, industry, resources, and environment concerns. As students progress through the lessons, they learn many of the basic skills and concepts of geography pertaining to this province. Six lessons.

Know Alberta: Module 5, Government of Alberta: Gives a brief introduction to the federal system and how our three levels of government were set up, a short history of Alberta's past political development, and the present political system. Discusses how the legislature works and what role the individual can play in affecting the government. Concludes with a close look at one part of the provincial government—the Department of the Environment. Six lessons.

Know Alberta: Module 6, Municipal Government: Designed to provide information on how local governments are set up and how they work. The different types of rural and urban municipalities and their problems as well as special purpose boards are discussed. The exercises are designed to help the student become familiar with his own local government, and the student is expected to be prepared to do appropriate personal research to add to his own knowledge. Six lessons.

Letter-Writing: A six-lesson module, intended to give some helpful hints on how to write letters. Although the emphasis is on business letters, the principles discussed can be applied to other types of communication as well. The course contains examples and suggestions on planning the business letter, style in letter writing, and correct punctuation and expression.

Looking at China: Module 1: Across a Chinese Bridge This six-lesson module looks at places and people in various regions of China and the way in which different people live in different surroundings.

Looking at China: Module 2: Living with the Landscape This six-lesson module looks at various features of Chinese life: agriculture, education, sports, health and medical care, science, technology, philosophy and the arts, political and economic organization.

Metrication: This six-lesson non-credit course has been designed to help the student to understand the metric system which is currently being adopted in Canada. The module deals with the reasons behind metric adoption, the mathematics of metrication, and some of the problems which may be encountered in adopting the metric system.

Needlecraft (Sewing Basics): This six-lesson course introduces the student to the use of the sewing machine and to basic hand sewing techniques. It has been assumed that the student has had no previous sewing instruction and the course has been designed to give both instruction and practice in sewing techniques. While the exercises involve some theory, the student is asked to submit practical work for correction.

The Story of Mathematics: This module consists of six lessons which outline the development of mathematics from the earliest times. It explains in simple terms how mathematics originated. The exercises include many interesting puzzles.

For the optional subjects given below, use the code number listed under your grade.

Optional Subjects	Grade 7	Grade 8	Grade 9
Art A	0707	0817	0917
Art B	0727	0807	0927
Art C	0737	0837	0907
French A	0710	0820	0920
French B	0730	0810	0930
French C	0740	0840	0910
German A	0711	0821	0921
German B	0731	0811	0931
German C	0741	0841	0911
Ukrainian A	0712	0822	0922
Ukrainian B	0732	0812	0932
Ukrainian C	0742	0842	0912
Accident Prevention	0750	0850	0950
Community Economics	0708	0808	0908
Junior High Typing	0713	0813	0913
Know Alberta	0751	0851	0951
Anthropology	0752	0852	0952
Looking at China	0753	0853	0953
Forestry	0754	0854	0954
Story of Mathematics	0756	0856	0956
Metrication	0757	0857	0957
Ecology	0758	0858	0958
Flight	0759	0859	0959
Needlecraft	0760	0860	0960
Letter Writing	0761	0861	0961

**High School
Courses
Grades 10 to 12**

In using this section, please note the following:

Textbooks marked ** are out of print or not available from the School Book Branch. If such texts are unavailable from schools or other local outlets, they will be lent to classroom students by ACS upon receipt of the textbook application included with their courses. Out-of-province students may also borrow out-of-print textbooks from ACS upon remitting a refundable caution fee equal to the price of the texts.

Textbook prices quoted are the latest figures available but are subject to change without notice.

Prerequisites for Senior High School Courses

In the following senior high school credit courses, where the prerequisite is shown as "None", this indicates that there are no senior high school level prerequisites required. It is expected that all classroom students will possess the Grade 9 grade or subject required as the normal prerequisite, and in certain cases the suggested Grade 9 mark is also listed.

Also, certain courses will require that classroom students provide the necessary prerequisite, although adult students are not required to do so; these courses are so designated.

For some of the university entrance subjects, special upgrading courses are available to provide adults with the required core material from Grades 10 and 11. This will enable them to handle the Grade 12 "30" level course. This is what is meant by the reference to "30A" as an alternate prerequisite for these subjects.

Fees for Senior High School Credit Courses

Fees for Alberta residents are \$20 for a 4- or 5-credit course, and \$15 for a 2- or 3-credit course.

Fees for out-of-province residents are \$40 for a 4- or 5-credit course, and \$30 for a 2- or 3-credit course.

Out-of-province applicants are those who live outside Alberta at the time of registration, or who live in Alberta, but indicate that they will be leaving the Province and submitting lessons from out of the Province.

Out-of-print textbooks are indicated by a double asterisk () in front of the name of the book.**

HIGH SCHOOL COURSES—Grades 10 - 12

Accounting 10 *Course Code: 1501* Provides an introduction to double-entry accounting, journalizing, posting to ledger accounts, financial statements, cash control, and petty cash funds. This course is not recommended for students who received less than a "C" grading in Grade 9 Mathematics. Twelve lessons; 3 credits.

Textbook: None

Prerequisite: None

Accounting 20 *Course Code: 2501* Content includes accounting for a merchandizing business, synoptic journal, accounts receivable and payable, subsidiary ledgers, specialized journals, bad debts and depreciation, payroll accounting, work sheets and adjustments, and the preparation of financial statements from worksheets. Not recommended for those who obtained a grading of less than 65% in Accounting 10. Twelve lessons; 3 credits.

Textbook: None

Prerequisite: Accounting 10

Accounting 30 *Course Code: 3500* Senior course in accounting, following Accounting 10 and 20. It is designed to increase students' knowledge of business and its operation and familiarize them with methods used in a variety of business situations. The course covers topics such as departmental accounting, payroll, depreciation, bad debts, partnerships, voucher systems and the organization of corporations, fiscal reports of a manufacturing business, budgetary and inventory control, and an introduction to data processing.

Upon completion of this course, students should possess sufficient background to keep a complete set of accounts for a small business or to seek employment as a junior accountant with a large firm. This course does not, however, provide any recognized standing in accountancy and persons interested in acquiring an accounting degree should investigate the C.M.A. or C.G.A. programs listed under "Accountants" in the yellow pages of their telephone directories. Twenty lessons; 5 credits.

Textbook: *Century 21 Accounting, Advanced Course;*
0771 501 846

\$26.90

Prerequisite: Accounting 20

Art 10 *Course Code: 1400* Deals with aspects of design, drawing, painting, sculpture, architecture and crafts (batik, weaving, pottery, candlemaking, and Easter egg decoration). The ACS will supply the paper for drawing and painting needed in the course, but students must obtain their own brushes, paints, etc. A list of the required supplies and equipment is given in the course. Offered for 3 credits, twelve lessons; 4 credits, sixteen lessons; or 5 credits, twenty lessons.

Textbook: None

Prerequisite: None

Art 20 *Course Code: 2400* Deals with a wide range of art activities including sketching, drawing, painting (still-life, genre, landscape), sculpture, architecture, and print making. ACS will supply the paper for drawing and painting, but students must obtain their own paints, brushes, etc. A list of the required supplies is given in the course. Offered for 3 credits, thirteen lessons; 4 credits, sixteen lessons; 5 credits, twenty lessons.

Textbook: None

Prerequisite: Art 10 (Prerequisite may be waived for adults.)

Art 30 *Course Code: 3400* Deals with aspects of design, drawing, painting, sculpture, architecture, and print making. It covers these subjects at a more advanced level than in Art 10 and 20, with a focus on twentieth century art, in such areas as elements of design, color and distortion, symbolism in art, third dimensional design, surrealism, cubism and futurism, Canadian art, and lettering and advertising. This is a course for serious art students only. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: Art 20
(Prerequisite may be waived for adults.)

Basic Business 20 *Course Code: 2541* A 3-credit, 3-module (12 lesson) course designed to develop knowledge and understanding of the structure of business in the Canadian context, to investigate the fundamental principles that affect consumer behavior and use of credit, and to investigate the various types of insurance that affect every individual.

Textbook: None

Prerequisite: None

Please enter the course code number, given after the course name, on your application form in the space provided.

Biology 10 Course Code: 1230 Covers cell structure and function, taxonomy and classification, and a survey of the biological kingdoms with emphasis on selected representatives. Laboratory and field work is required. Twelve lessons; 3 credits.

Textbook:	<i>Biology</i> , Smallwood & Alexander; 1984 Edition; 0888 740 212	\$34.25	Prerequisite: None Lab Kit: \$10.00
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Biology 20 Course Code: 2230 Covers environmental biology and genetics, and includes a student project. Laboratory and field work are required. Twelve lessons; 3 credits.

Textbook:	<i>Biological Science: An Ecological Approach</i> , BSCS Green Version, 3rd Edition; 0528 904 116	\$23.50	Prerequisite: Biology 10 Lab Kit: \$10.00
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Biology 30 Course Code: 3230 Covers human anatomy and physiology. Laboratory work is required. Twenty lessons; 5 credits.

Textbook:	<i>Biology of Ourselves: A Study of Human Biology</i> ; Berry & Gopaul, 1982 Edition; 0471 798 983	\$21.75	Prerequisite: Biology 20 (none for Adults) Lab Kit: \$10.00
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Building Construction 12 Course Code: 1836 Covers the use and maintenance of hand tools, measurement, layout, materials, and finishes. Trade mathematics is also included as part of the course. Access to woodworking tools is required to complete the project work. These include a claw hammer, cross-cut saw, plane, and steel square. A wood samples kit is lent by ACS. Twenty lessons; 5 credits. This course is also available on Telidon.

Textbook:	None	Prerequisite: None
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Chemistry 10 Course Code: 1240 Covers laboratory investigations, units of measurement, classification of matter, the atomic theory, chemical reactions, and metals. Laboratory work is required. Twelve lessons; 3 credits.

Textbooks:	<i>Keys to Chemistry</i> , Ledbetter & Young; 0201 024 361	\$25.20	Prerequisite: None. (Adults refer also to Chemistry 30A)
	<i>Laboratory Keys to Chemistry</i> , Ledbetter & Young; 0201 043 637	\$9.25	Lab Kit: \$10.00

Chemistry 20 Course Code: 2240 Concepts covered are chemical bonding, solutions, organic chemistry, and qualitative analysis. Laboratory work is required. Twelve lessons; 3 credits.

Textbooks:	<i>Keys to Chemistry</i> , Ledbetter & Young; 0201 024 361	\$25.20	Prerequisite: Chemistry 10
	<i>Laboratory Keys to Chemistry</i> , Ledbetter & Young; 0201 043 637	\$9.25	
	** <i>Keys to Organic Chemistry</i> , Gortler et al; 0201 024 853	\$6.85	Lab Kit: \$10.00

Chemistry 30 Course Code: 3240 Core topics covered are energy changes, aqueous acids and bases, and oxidation and reduction. The electives, which are currently required of all students, are rates of chemical reactions and chemical equilibrium. Laboratory work is required. Twenty lessons; 5 credits.

Textbooks:	<i>Chemistry: Experiments & Principles</i> ; Conner et al; 0669 003 824	\$32.30	Prerequisite: Chemistry 20, or Chemistry A-J for adults
	<i>Laboratory Manual for Chemistry: Experiments & Principles</i> ; Conner et al; 0669 003 840	\$9.40	Lab Kit: \$10.00

Clothing and Textiles 10 Course Code: 1601 An introductory course dealing with topics including textiles and fibres, their use, care, and selection. Samples and a garment must be shown and submitted for evaluation. Also deals with building a wardrobe and discussing how design, shape, color, and fabrics can enhance one's appearance and personality. The *Simplicity Sewing Book* is lent to all students for use as a reference. Students must have a sewing machine in good working order, an iron and ironing board, sharp scissors, a metric measuring tape, straight pins, hand sewing needles, a thimble and a seam ripper, along with the required samples of fabrics needed. Offered for 4 credits, sixteen lessons; or 5 credits, twenty lessons.

Textbook:	None	Prerequisite: None
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Computer Literacy 10X Course Code: 1529 An introductory course in micro-computers for persons with little or no experience with computers. The history, applications and implications of computers is studied, along with introductory programming in BASIC language. Access to an APPLE microcomputer equipped with a disk drive is required. A diskette of programs must be purchased from ACS. Twelve lessons; 3 credits.

Textbook: None

Prerequisite: None
Diskette: \$5.00

Drafting 10 Course Code: 1715 An introductory course that includes the following topics: sketching working drawings, use of drawing instruments, dimensioning drawings, lettering, working drawings in orthographic projection, blueprint reading (sectional views), machine shop practices as indicated on blueprints. Constructions include parallel lines, perpendicular lines, bisecting lines, right bisector, tangents, ellipses. Students require 4H pencil, H pencil, soft eraser, drawing board, T square, 30° - 60° - 90° triangle, 45° - 45° - 90° triangle, masking tape, set of drafting instruments (compass, dividers - pencil only), architect's scale. If necessary, the student may use a ruler graduated in millimetres instead of an architect's scale. Also, a square and smooth table top will do if you find the drawing board expensive. Order forms for drafting supplies are contained in the lessons. The 3 credit course (twelve lessons) emphasizes orthographic views; the 4-credit course (sixteen lessons) further deals with pictorial drawing with emphasis on isometric projections; the 5-credit course (twenty lessons) includes drawing to scale, auxiliary views, isometric circles and a review.

Textbook: None

Prerequisite: None

Economics for Consumers 20 Course Code: 2187 A course which prepares students to cope with the many choices they must make in their economic life. Topics covered include income, expenditure, inflation, the market, insurance and budgeting. Sources of aid and information for consumers are detailed. Twelve lessons; 3 credits.

Textbook: ***You, the Consumer*: Daw & Beatty, 0471 199 400\$21.50

Prerequisite: None

Electricity-Electronics 12 Course Code: 1731 An introductory and exploratory course in electricity and electronics. It is designed to provide a good background for those students who wish to do further study in electricity and/or electronics. The topics covered involve primarily electrostatics and current electricity, basic electrical measurements, electromagnetism, some basic practical work, and radio transmission and reception. Students will be required to do some practical work and submit two projects, so must have access to the tools commonly used in electrical work. This course is also available on Telidon. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: None
Lab Kit: \$10.00

English 10 Course Code: 1100 The introductory course at the senior high school level in the academic 10-20-30 series in English normally leading to university entrance. It covers a nonfiction book, a Shakespearean play, a novel, and one other play. These books may be borrowed from the ACS library. Twenty lessons; 5 credits.

Textbooks: *The Writing Experience, Canadian Edition*;
Schoen et al; 0771 080 026 \$10.95
Sunlight & Shadows: MacNeil & Sorestad;
0176 329 196 \$8.15
Impact: Eckersley; 0460 926 101 \$5.80
Handbook of English: Shaw; 0070 828 083 \$18.85

Prerequisite: At least 50% in
Language Arts 9

English 13 Course Code: 1115 An introductory course in senior high school English for students who have experienced difficulties in previous English courses, or for those who wish to follow the 13-23-33 series in English to obtain the requirements for the General High School Diploma. One novel and one play are studied. Twenty lessons; 5 credits.

Textbooks:	<i>New Voices 2 in Literature, Language, and Composition:</i>		Prerequisite: At least 40% in
	Cline et al; 0770 208 002	\$21.00	Language Arts 9
	<i>Communications Handbook:</i>		
	Goepfert et al; 0176 015 078	\$7.90	

English 20 Course Code: 2100 The follow-up course to English 10 and a preparation for English 30. The literary forms are studied in detail, and the student is expected to apply the techniques learned to various forms of literature. Two novels, a Shakespearean play, and a modern play are studied. Twenty lessons; 5 credits.

Textbooks:	<i>Prose for Discussion:</i> Buxton, (either 1976 or 1980 Edition), 0771 520 042	\$21.00	Prerequisite: English 10, or English 13 with at least 65%
	<i>Sound & Sense:</i> Perrine; 0774 710 799	\$8.20	
	** <i>Techniques of Good Writing:</i> Ford; 0772 550 018	\$9.95	

English 23 Course Code: 2115 A less academically oriented course than English 20. It follows English 13 and is a preparation for English 33, although students who achieve a mark of 65% or better in it may apply for English 30. This course is suitable for adults as preparation for Grade 12 English. One novel and one play are studied. Twenty lessons; 5 credits.

Textbooks:	<i>New Voices 3 in Literature, Language, and Composition:</i>		Prerequisite: English 10 or 13
	Cline et al; 0770 208 010	\$21.00	(Normal prerequisite may be waived for adults).
	<i>Communications Handbook:</i>		
	Goepfert et al; 0176 015 078	\$7.90	

English 30 Course Code: 3100 An extension of English 20, academically oriented, requiring concentrated study of the various forms of literature for university entrance. Two novels, two plays, a nonfiction book, and a variety of short stories, essays, and poems are studied. Optional video cassettes may be borrowed by means of an order form included in the course. Twenty lessons; 5 credits.

Textbooks:	<i>Story & Structure:</i> Perrine, (Either 1966 or 1981 Edition), 0774 711 957	\$17.15	Prerequisite: English 20, or English 23 with at least 65%
	<i>The Writing Process: Canadian Edition</i>		
	Gehle & Rollo; 0176 015 310	\$15.80	
	<i>Theme & Image II:</i> Gillanders; 0773 026 517	\$10.30	
	<i>The Active Stylist:</i> Messenger & New; 0130 036 323	\$13.95	

English 33 Course Code: 3115 An alternative course to English 30 for General High School Diploma requirements for students who do not require university entrance. English 33 is normally preceded by English 23, and can be used as a prerequisite for English 30. One novel, one play, and a variety of short stories, essays, and poems are studied. Twenty lessons; 5 credits.

Textbooks:	<i>New Voices in Literature, Language, and Composition 4:</i> Cline et al	\$19.60	Prerequisite: English 20 or 23
	<i>Little English Handbook for Canadians:</i>		
	Bell	\$5.85	

Food Studies 10 Course Code: 1611 Course is designed to allow students to acquire the knowledge, skills, experiences and values needed to plan, prepare and serve nutritious meals. Involves knowledge of basic concepts of food—the provision, significance, and nature of food, as well as the wise management of money, time, effort and equipment resources. Throughout the course, students will send in some food products as a part of practical exercises. Laboratory work is required. Offered for 4 credits, sixteen lessons; or 5 credits, twenty lessons.

Textbook:	** <i>Guide to Modern Meals:</i> Shank et al, 1970 Edition	\$24.65	Prerequisite: None Lab Kit: \$10.00
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French 10 Course Code: 1300 An introductory course in the four basic communication skills of listening, speaking, reading and writing. It includes pronunciation and the mastery of the vocabulary and grammar needed to use the present tense in everyday situations. Oral assignments are required, so students must have access to a cassette player equipped with a microphone. Twenty lessons; 5 credits.

Textbook:	** <i>French for Mastery, Level I</i> , 1975 Edition; 0669 621 668	\$18.95	Prerequisite: None (Adults with some background in French should request the French diagnostic exercises.)
			Cassettes: \$18.00

French 20 Course Code: 2300 Follows French 10, and provides further development of the basic communication skills. Includes learning the future tense and the "passe compose" and "imparfait" past tenses, along with some review of the present tense. Emphasis is placed on the conversational approach. Oral assignments are required, so students must have access to a cassette player equipped with a microphone. Twenty lessons; 5 credits.

Textbooks:	** <i>French for Mastery, Level I</i> , 1975 Edition; ** <i>French for Mastery, Level II</i> , 1975 Edition;	\$18.95 \$20.45	Prerequisite: French 10 Cassettes: \$16.00
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French 30 Course Code: 3300 Follows French 20 and provides further development of the basic communication skills to the university entrance level. Includes reflexive verbs in simple and compound tenses, and the conditional and the subjunctive. Oral assignments are required, so students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook:	** <i>French for Mastery, Level II</i> : 1975 Edition;	\$20.75	Prerequisite: French 20, or French A-J for adults Cassettes: \$16.00
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General Psychology 20 Course Code: 2172 Provides a general background in psychology including the history of psychology, the principles of learning and thinking, along with various emotional problems and behavioral disorders. Twelve lessons; 3 credits.

Textbook:	<i>Psychology: Its Principles and Applications</i> : Engle & Shelgrove; 0153 748 273	\$28.65	Prerequisite: None
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General Sociology 20 Course Code: 2176 Introduces students to group behavior. Teaches the meaning of cultural norms and discusses deviations from these norms. Groups such as the family and social classes are also studied. Emphasis is placed on contemporary social problems. Twelve lessons; 3 credits.

Textbook:	<i>Sociology: Study of Human Relationships</i> : Thomas & Anderson; 0153 711 159	\$26.05	Prerequisite: None
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German 10 Course Code: 1315 An introductory course based on an audio-lingual method in which listening and speaking skills are stressed. Compulsory cassettes contain basic vocabulary and related drills as well as listening and speaking exercises, so student access to a cassette player equipped with a microphone is essential. Twenty lessons; 5 credits.

Textbook:	<i>A-LM German, Level I, Student Textbook</i> : 2nd Edition; 0153 838 450	\$19.15	Prerequisite: None (Adults with some background in German should refer to German 30A.) Cassettes: \$10.00
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German 20 *Course Code: 2315* Follows German 10 and teaches grammar and structures with the aid of drills from the textbook and from the compulsory cassettes. Students must have access to a cassette player with microphone. Twenty lessons; 5 credits.

Textbooks:	<i>A-LM German, Level I, Student Textbook:</i> 2nd Edition, 0153 838 450	\$19.15	Prerequisite:	German 10
	<i>A-LM German, Level II, Student Textbook:</i> 2nd Edition; 0153 839 228	\$18.10	Cassettes:	\$12.00

German 30 *Course Code: 3315* Follows German 20 and provides further development of written and oral expression to the university entrance level. Students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook:	<i>A-LM German, Level II, Student Textbook:</i> 2nd Edition; 0153 839 228	\$18.10	Prerequisite:	German 20 or German A-J for adults
			Cassettes:	\$12.00

Health & Personal Development 10 *Course Code: 1415* Looks at questions and situations faced by young adults. It enables students to see themselves and their relationship to other persons and the world around them from new perspectives. Topics covered include personality; social and emotional maturity; dating, marriage, and family life; genetics and human reproduction; drugs and alcohol; communicable, chronic, and respiratory diseases; mental health and mental illness; mental retardation; public health services; safety and first aid; Canadian contributions to health; advances in medical research; vocational planning; and leisure time. Offered for 2 credits, eight lessons; 3 credits, twelve lessons; 4 credits, sixteen lessons; or 5 credits, twenty lessons.

Textbook:	None	Prerequisite:	None
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Horticulture 12 *Course Code: 1916* A basic introductory course covering topics which include general botany, soils, landscaping, the growing of house plants, ornamental trees and shrubs, ornamental flowers, vegetables and fruits, and the control of pests. Students are required to do practical work including the collection of various plants and insects for study, and so should arrange to study at least part of their course during the growing season when specimens are readily available. Twenty lessons; 5 credits.

Textbook:	None	Prerequisite:	None
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Industrial Education 10, 20, 30 *Course Codes: 1727, 2727, 3727* Industrial Education 10 and 20 may be taken for either 4 or 5 credits. For a 4-credit course, 4 modules must be completed and for a 5-credit course, 5 modules must be completed. Industrial Education 30 is offered for 5 credits only.

Textbook:	None	Prerequisite:	None for I.E. 10 I.E. 10 for I.E. 20 I.E. 20 for I.E. 30
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Note the modules and special instructions below.

Module Titles

Special Instructions

Resistance Appliance Repair

Students are asked to repair a toaster and an iron but other small appliances may be accepted. Screwdrivers, pliers, and a neon test light are required. Students **must** have access to tools and a broken toaster and iron in order to do this course.

**Introduction to Computers
Computer Programming**

Students must complete Introduction to Computers before applying for Computer Programming.

Introductory Drafting	This course cannot be done without Drafting Instruments or a mathematical instrument set.
Basic Electricity Basic Components Basic Circuits	These modules must be taken in the order listed. Only Basic Electricity is available as a single module. A test board and a VOM are required for measurement exercises, and are available on loan from the Alberta Correspondence School.
Metals	None
Camera Use	Students are required to supply and shoot three rolls of film and must have a camera. A simple instamatic type of camera is adequate.
Darkroom Procedures	Students require either an enlarger, or the Darkroom Procedures Contact Printing Kit available from the Alberta Correspondence School for \$10.00. The kit is sold only to Alberta residents.
Small Engines	Students will require the shop manual for the specific make and model of engine on which they will be working.
Automobile Maintenance	Students are required to do a practical section in this module. This involves several basic maintenance procedures on a vehicle. Basic automotive tools are required.

Law 20 Course Code: 2430 Is designed to promote the student's appreciation and understanding of the Canadian legal system and relevant laws which regulate personal interactions and business-related activities. The course consists of three modules (four lessons per module) concentrating on the following areas: the development and administration of our laws, contract law, and family law. Twelve lessons; 3 credits.

Textbook: None

Prerequisite: None

Law 30 Course Code: 3430 Is intended to develop an understanding of our legal system, and to provide an in-depth study of legal rights and responsibilities along with an understanding of the appropriate uses of legal services and advice. To provide for individual interests, the course is offered in eight, 4-lesson modules. The first module, on Government and the Law, is required of all students. Students then have a choice of any four of the remaining seven modules to complete the required twenty lessons in this 5-credit course. These modules are Criminal Law, Civil Law (Torts), Marriage and Divorce, Consumer Contract Law, Employment Regulations and Employees' Rights, Motor Vehicle Law and Insurance, and Wills and Inheritance.

Textbook: None

Prerequisite: None

Literature 21 Course Code: 2143 A module course in which students select one 12-lesson module or two 6-lesson modules from the choices available. Reading books will be lent to students from the ACS library if unavailable locally. Twelve lessons; 3 credits.

Textbook: None

Prerequisite: Grade 10 English. Adults none.

Literature 21 modules are as follows: **Be certain to show your choices on your application.**

12-Lesson Modules

Children's Literature allows students to re-enter the children's world of literature with emphasis on enjoyment and historical and critical viewpoint. Reading books include the following:

Alice's Adventures in Wonderland and *Through the Looking Glass* - L. Carroll
The Wind in the Willows - K. Grahame or *The Jungle Book* - R. Kipling
Anne of Green Gables - L. Montgomery or *Huckleberry Finn* - Mark Twain
The Lion, the Witch and the Wardrobe - C. Lewis

Aesop's Fables
The Hobbit - J. Tolkien
Grimms' Fairy Tales
King Arthur - R. Green

Adventure and Mystery Novels gives students a chance to read and enjoy both escape and interpretive fiction. It tries to help them discriminate between good and poor writing. Reading books include the following:

The Hound of the Baskervilles - A. Doyle
The Spy Who Came In From the Cold - J. le Carre
The Murder of Roger Ackroyd - A. Christie

Travels With My Aunt - G. Greene
The Ipcress File - L. Deighton
Rebecca - D. du Maurier

Surviving provides students with the opportunity to explore novels which portray struggles for survival in various cultures. These struggles illustrate the versatility of human behaviour. Novels for study include the following:

Tell Me That You Love Me, Junie Moon - M. Kellogg
An Episode of Sparrows - R. Godden
One Day in the Life of Ivan Denisovich - A. Solzhenitsyn

The Good Earth - P. Buck
Mila 18 - L. Uris
The Chosen - C. Potok

6- Lesson Modules

The Canadiana modules allow students to explore the writings of some of Canada's great writers, both past and present. A historical look at the development of Canadian literature is also presented. Books for study include the following:

Canadiana: Poetry

Poets Between the Wars - Wilson
Poetry of Mid-Century - Wilson
Ten Canadian Poets - Pacey
Listen! Songs and Poems of Canada - Hogan

Canadiana: Short Story and Humor

***Canadiana* - Huffman
Sixteen by Twelve - Metcalf
Canadiana Short Stories - Weaver

Mythology modules introduce the student to mythology and its relationship to literature. Three 6-lesson modules are available:

Roman and Greek Gods
Norse and Germanic Gods
Gods of the Americas

Local & Canadian Geography 20 *Course Code: 2166* Deals with settlement patterns in Canada and the use people make of land. The early lessons emphasize physical geography and teach geographic skills such as map interpretation. Twelve lessons; 3 credits. (This course requires a fairly high reading level for the textbook material.)

Textbooks: ***Reading Topographic Maps:* Graham; Prerequisite: None
 0039 252 906 \$12.05
 Canada: A Regional Geography;
 Tompkins; 0071 582 625 \$23.35

Macroeconomics 30 *Course Code: 3194* A survey course designed to acquaint students with broad concepts of economics. Deals in a general way with economic theory, supply and demand, the market economy, money, public finance, the business cycle, and international trade. This course is quite academically demanding. Twelve lessons; 3 credits.

Textbook: *Understanding the Canadian Economy;* Prerequisite: Social Studies 10
 Trimble, 0273 042 19X \$13.45 Adults none

Marketing 20 *Course Code: 2540* Considers the basic concepts involved in the distribution of goods and services from the producer to the consumer. Emphasis is on the Canadian marketing system and covers such activities as selling, advertising, research, transportation, storage, and product planning. Twenty lessons, 5 credits.

Textbook: None Prerequisite: None

Mathematics 10 *Course Code: 1200* The first of the 10-20-30 academic series leading to university entrance. Topics covered include number systems, percentages, linear equations, graphing, statistics, variation, powers, polynomials, rational expressions, and deductive geometry. Twenty lessons; 5 credits.

Textbook: None Prerequisite: At least 65% in Math 9. Adults who have not taken any mathematics for several years should likely take Basic Algebra and Geometry as a refresher before Math 10.

Mathematics 13 *Course Code: 1216* The first of the 13-23-33 vocational series leading to technical institute entrance. Topics covered are similar to those in Mathematics 10 but are approached from a practical rather than a theoretical point of view. Twenty lessons, 5 credits.

Textbook: None Prerequisite: At least 55% in Math 9. Adults who have not taken any math for several years should consider Practical Math or Basic Algebra and Geometry as a refresher before Math 13.

Mathematics 15 *Course Code: 1225* The first of the 15-25 general series in mathematics suitable for students who have experienced difficulties in previous mathematics courses. Also a useful course for adults who wish to obtain the mathematics requirement for a high school diploma. Covers computations with whole numbers, fractions, decimals and integers, problem solving, geometric figures, ratios, proportions, percentages, elementary statistics and probability, solving equations, and business mathematics. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: At least 50% in a recent Math 9 course, or the completion of a diagnostic exercise to show a satisfactory background.

Mathematics 20 *Course Code: 2200* Follows Mathematics 10 and prepares students for Mathematics 30. Covers powers, radicals, polynomials, rational expressions, solving equations, graphing in the coordinate plane, linear and quadratic functions, statistics, circle geometry, and area and volume. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: Mathematics 10

Mathematics 23 *Course Code: 2216* Follows Mathematics 13 and prepares students for Mathematics 33. Covers the same topics as Mathematics 20 but is less demanding. Topics include powers, radicals, polynomials, rational expressions, statistics, linear equations, graphing straight lines, geometry, area and volume, the paycheque and consumer credit. Twenty lessons, 5 credits.

Textbook: None

Prerequisite: A recent Math 13, or at least 40% in a recent Math 10.

Mathematics 25 *Course Code: 2225* A continuation of Mathematics 15. Deals with fundamentals of arithmetic and algebra which will enable students to handle problems experienced daily. Much emphasis is given to the metric system, measurement, consumer credit and money management. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: At least 50% in Math 15, or at least 40% in Maths 10 or 13. Normal prerequisites may be waived for adults who demonstrate the required background and ability.

Mathematics 30 *Course Code: 3200* Final course in the academic series leading to university entrance. Deals with more advanced trigonometry, vectors, sequences and series, permutations, combinations, the binomial theorem, probability, polynomials, exponential and logarithmic functions, and conic sections. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: Mathematics 20, or Mathematics 30A (Lessons A-K) for adults or Mathematics 33 with at least 65%

Mathematics 31 *Course Code: 3211* Consists of two parts: (1) Ten lessons on calculus dealing with the theory of limits, derivations, and areas as they pertain to graphs and then to practical applications such as velocities and accelerations. (2) Eight lessons on vectors and matrices. These cover the theory of vectors in two and three-dimensional space, as well as the application of matrix theory to solving systems of linear equations. Eighteen lessons; 5 credits.

Textbooks: *Calculus: Complex Numbers & Polar Coordinates:*
0039 201 554 \$19.30
Vectors, Matrices and Algebraic Structures:
Elliott et al; 0039 201 562 \$19.30

Prerequisite: Mathematics 30 is a co-requisite or prerequisite for Mathematics 31.

Mathematics 33 *Course Code: 3216* Final course in the 13-23-33 vocational series. Course includes complex numbers, linear, quadratic, exponential, and logarithmic functions; trigonometry; vectors; permutations; combinations; statistics; and topics in consumer mathematics. Twenty lessons, 5 credits.

Textbook: None

Prerequisite: Math 23 or at least 40% in Math 20 or Math 30A (Lessons A-K) for adults.

Mechanics 12 *Course Code: 1746* A basic introduction to power mechanics of interest to all persons who own or operate a motor vehicle as well as those entering some field of mechanics. Course is divided into five modules: History of power and transportation; Electrical systems of the internal combustion engine; Fuel, lubrication and cooling; Gears, levers, and hydraulics; Defensive driving, safety tips and general car maintenance as related to the foregoing modules. Twenty lessons, 5 credits. The course is also available on Telidon.

Textbook: None

Prerequisite: None

Occupations 10 *Course Code: 1435* Emphasizes the importance that interests, values, aptitudes, abilities, and personality have in choosing a suitable career goal. A series of self tests is provided for students to discover more about themselves. Topics covered include descriptions of occupations and expected trends for the future, Alberta programs of training, financial assistance, job application procedures, preparing for interviews, employee-employer expectations, and employment benefits. Offered for 2 credits, eight lessons; or 3 credits, twelve lessons.

Textbook: None

Prerequisite: None

Office Procedures 30 *Course Code: 3545* Includes instruction on how to perform most of the tasks expected of an office employee. Stresses business letter writing in the areas for which a secretary would be expected to compose letters. Job opportunities and obtaining employment is also discussed. Many case studies help students develop judgement in handling diverse office situations. Twenty lessons, 5 credits.

Textbook: None

Prerequisite: Typewriting 20

Personal Living Skills 10 *Course Code: 1621* Structured in a modular format, the 4-credit course requires the completion of four modules, and the 5-credit course requires five modules. All students are required to take the Resource Management module which deals with values, goals, standards, wants and needs, human and non-human resources, money and personal management skills. The Child Study module covers the stages of child development from infancy to preadolescence. The Human Sexuality module consists of human anatomy, physiology, socio-cultural development, sex roles, sex stereotyping, dating, marriage relationships, and sexual intimacy. The Living on Your Own module is concerned with housing needs, life cycle, availability of resources, types of housing, legal rights and responsibilities. The Community Services for Children module covers legal, moral and ethical responsibilities toward children; community and private facilities for children; careers in child care; skills and understandings needed for working with children. Students enrolled for four credits may complete any three of the last four modules. Offered for 4 credits, sixteen lessons; or 5 credits, twenty lessons.

Textbook: None

Prerequisite: None

Personal Psychology 20 *Course Code: 2171* Gives students an understanding of the factors that contribute to personality and behavior, both their own and that of others. The nature of intelligence and of perception, and the influence of heredity and environment on the individual are also discussed. Twelve lessons; 3 credits.

Textbook: None

Prerequisite: None

Physics 10 *Course Code: 1260* First of the 10-20-30 series for university or technical institute entrance. The course is designed in two parts. The 9-lesson core consists of how the concepts of motion developed by early natural philosophers related to the cultures of their times. Also covers uniform and non-uniform motion, vector analysis of motion, natural forces, and Newton's explanation of motion. Students must select one 3-lesson elective from either Fluids at Rest, which deals with liquid forces in open vessels, specific gravity, Archimedes Principle, and hydraulic machines; or Motion in the Heavens, dealing with analysis of apparent star and planet motions. Laboratory work does not require special equipment and can be done in the home. Twelve lessons, 3 credits.

Textbook: *Physics: A Human Endeavor, Unit 1, Motion;*
Paul; 0039 224 35X

\$10.40

Prerequisite: None (Adults should also refer to Physics 30A)

Physics 20 Course Code: 2260 Follows Physics 10 and prepares students for Physics 30. The 9-lesson core covers momentum, work, power, energy, and propagation of waves. Currently only one 3-lesson elective module on Sound is available, so this is required of all students. Laboratory items will be lent to Alberta residents for a six-month period to enable them to perform the required laboratory investigations. Non-residents will be provided with a list of the required items and will have to locate their own supply. Twelve lessons; 3 credits.

Textbook: *Physics: A Human Endeavor, Unit 3, Energy and the Conservation Laws:* Paul; 0039 224 376 \$10.40 Prerequisite: Physics 10

Physics 30 Course Code: 3260 Final course in the series leading to university or technical institute entrance. Topics covered in the core are properties of light, electric and magnetic fields, electromagnetic radiation, electrons and quanta, atomic theory, the Rutherford-Bohr model of the atom, and modern physical theories. Two elective modules are currently available, of which students must complete one, either Electrical Circuits or Geometric Optics. Laboratory work is required and two lab kits are needed; one may be purchased from ACS and the other will be lent as for Physics 20. Twenty lessons, 5 credits.

Textbook: *Project Physics: Rutherford, Unit 4, Light & Electromagnetism;* 0030 896 398 \$14.30 Prerequisite: Physics 20, or Physics A-J for adults.
Project Physics: Rutherford, Unit 5 Models of the Atom; 0030 896 401 \$14.30 Lab Kit: \$10.00

Reading 10 Course Code: 1145 Intended for high school students who are reading below their potential. Course will develop and expand mature reading habits. Although offered at the Grade 10 level, it will benefit all students with high ability and low level reading skills. It is not recommended, however, for students with severe reading handicaps. Offered for 3 credits, twelve lessons; or 5 credits, twenty lessons.

Textbooks: ****Perspectives:** 1969 Edition Pooley; 0673 041 611 \$24.35 Prerequisite: None
Tactics in Reading II, Workbook Edition, Niles; 0673 041 573 \$10.55
Be a Better Reader, Book 4, 2nd Canadian Edition; 0130 731 064 \$4.60

Record Keeping 10 Course Code: 1550 This course is designed to provide the student with the basic skills essential to personal financial management. In addition, the student will be familiarized with the basic skills in record keeping procedures in a variety of career areas. Awareness of the impact of electronic technology will also be developed. Twelve lessons, three credits.

Textbook: None Prerequisite: None

Science 11 Course Code: 1280 A general science course which is suitable for satisfying the science requirement for a General High School or Adult Equivalency Diploma. Provides an introduction to science, biology, astronomy, and chemistry. Provided in a modular format. Module 1: An Introduction to Science & Human Biology; Module 2: Human Biology; Module 3: Body Maintenance; Module 4: Astronomy; Module 5: Chemistry. Students enrolled for 5 credits must complete all five modules comprising twenty lessons. Those enrolled for 3 credits must complete Module 1 and any other two modules for a total of twelve lessons. Laboratory work is required.

Textbook: *Principles of Science; Book 2;* 4th Edition 1979, Heimler; 0675 076 781 \$30.65 Prerequisite: None
 Lab Kit: \$10.00

Shorthand 20 (Forkner) Course Code: 2555 Introductory course for this alphabetically based shorthand. It combines a few simple symbols with the alphabet to provide an easily learned sound shorthand system with possible writing speeds in excess of 100 words a minute. Dictation cassettes are required: these must be purchased from ACS. Access to both a cassette player and a typewriter is necessary. All students are required to purchase the Study Guide, available from the School Book Branch. Twenty lessons; 5 credits.

Textbook: *Forkner Shorthand:* Forkner et al; 2nd Canadian Edition \$18.65 Prerequisite: Typewriting 10
Forkner Shorthand Study Guide Cassettes: \$14.00
 Forkner et al (2nd Canadian Edition) \$10.25

Shorthand 30 (Forkner) Course Code: 3555 Advanced course following Shorthand 20. Emphasis is on development of speed in note-taking and on transcript skills. Dictation cassettes are required, and students must have access to both cassette players and typewriters. Twenty lessons; 5 credits.

Textbooks: ****Correlated Dictation & Transcription:** (Forkner Edition); Prerequisite: Shorthand 20 and Typewriting 20
 Forkner et al; 0912 036 168 \$19.30 Cassettes: \$6.00

Social Studies 10 Course Code: 1150 First of the 10-20-30 series. Covers Canadian history, geography, political systems and economics. Human rights and Canadian unity, and Canada's position in the community of nations are also stressed. Twenty lesson; 5 credits.

Textbooks: *Canada's Century:* Evans & Martinello; Prerequisite: None
 0070 827 168 \$22.75
Human Rights: Respecting Our Differences; McCarthy et al; S1097 \$2.65

Social Studies 20 Course Code: 2150 Follows Social Studies 10 and examines the phenomena of social change. Includes history from medieval times to the period prior to World War I. Global problems of population and resource distribution are also discussed and possible solutions suggested. Students who experienced difficulties in previous social studies courses should likely consider some of the other social science courses that are available. Twenty lessons; 5 credits.

Textbook: *Our Western Heritage*: Roselle & Young; 0663 373 778 \$28.65 Prerequisite: Social Studies 10

Social Studies 30 Course Code: 3150 Follows Social Studies 20 and is the final course in the series leading to university entrance. First part of the course examines the principles and characteristics of the world's political and economic systems, and the second part deals with co-operation and conflict in the 20th century. Canada's role in international relationships is emphasized and students are expected to make value judgements on different events and current news items. Twenty lessons; 5 credits.

Textbooks: *Modern Perspectives*; 0070 829 845 \$23.85 Prerequisite: Social Studies 20
Political & Economic Systems: 0774 712 120 \$13.15 (Adults may have the normal prerequisite waived.)

Sociological Institutions 20 Course Code: 2177 Gives a general overview of the field of sociology and then concentrates on social institutions such as the school, church, and government. There is also emphasis on minority groups and mass communication. Twelve lessons; 3 credits.

Textbook: *Sociology: Study of Human Relationships*: Thomas; 0153 711 159 \$26.05 Prerequisite: None

Spanish 14 Course Code: 1344 Introductory course and first of the 14-24-34 series. In addition to the reading, speaking and writing material, brief descriptions of various Spanish speaking countries are provided as well as supplementary material stressing vocabulary likely to be needed by travellers. The course stresses the oral approach, and cassettes must be obtained from ACS. Students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook: ****Entender y Hablar**: Revised Edition; La Grone et al; 0030 695 058 \$25.30 Prerequisite: None
 Cassettes: \$12.00

Spanish 24 Course Code: 2344 Follows Spanish 14, and develops the comprehension, vocabulary, grammar, and speech necessary to communicate effectively at a fairly advanced level. Course also contains a large number of useful and practical expressions dealing with all phases of life. Cassettes must be obtained from ACS and students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook: ****Entender y Hablar**: Revised Edition La Grone et al; 0030 695 058 \$25.30 Prerequisite: Spanish 14
 Cassettes: \$12.00

Spanish 34 Course Code: 3344 Follows Spanish 24 and is the final course in the series. It is the culmination of grammar, idioms and expressions needed for the study of literature and effective speech, as well as for travel. Cassettes must be obtained from ACS, and access to a cassette player with microphone is required. Twenty lessons, 5 credits.

Textbook: *Nuestro Mundo: da Silva*; 0022 712 003 \$36.75 Prerequisite: Spanish 24
 Cassettes: \$20.00

Special Projects 10, 20, 30 Course Codes: 1999, 2999, 3999 A project is a unit of work which a student plans and performs himself, but in consultation with a teacher of the Alberta Correspondence School. The project may be based on a theme in which the student has a special interest and a special ability to do research and organize the knowledge gained. If you are interested in applying for a special project, write to the Alberta Correspondence School for the brochure **Special Project Information** before you apply. After reading this information you may prepare and submit a written proposal (a request supported by good reasons, and organized in a scholarly way). The Alberta Correspondence School will then notify you if your application for a special project can be accepted. **Only a limited number of requests to register for special projects will be approved. Available to non-classroom students only.** Course credits are based on extent of work proposed.

Typewriting 10 Course Code: 1565 An introduction to the basic operations needed for the development of typing skills as well as practise in the application of these skills. Offered for either 3 credits, twelve lessons; or 5 credits, twenty lessons. In the 3-credit course students are expected to achieve a minimum speed of 25 words a minute, and in the 5-credit course, 30 words a minute. Students who plan to go on to subsequent typing courses, or who intend to use this skill in business should take the 5-credit course.

Textbook: None Prerequisite: None

Typewriting 20 *Course Code: 2565* Follows Typewriting 10 and is designed to increase skills and speeds and to apply them to more complex and longer assignments. Students are expected to reach a minimum speed of 45 words a minute by the end of the course. Twenty lessons, 5 credits.

Textbook: None

Prerequisite: Typewriting 10

Typewriting 30 *Course Code: 3565* Follows Typewriting 20 and is designed to provide mastery of techniques and skills to enable students to perform common and complex typewriting procedures and applications with acceptable job-entry standards of speed and accuracy. Also to demonstrate proficient use of the machine to produce quality work with efficient work habits that contribute to career satisfaction. Twenty lessons; 5 credits. Students must purchase Learning Guides and Working Papers, which are available from School Book Branch.

Textbooks: ***Typing 300, Volume II:* Rowe et al;
Metric Edition; 0070 824 428

\$20.50

Prerequisite: Typewriting 20

Ukrainian 10 *Course Code: 1355* Introductory course in the 10-20-30 series which is designed to develop both oral and written language skills. Students begin by learning the sound system and alphabet, and then progress to studying singular noun and adjective declensions and imperfective verb tenses. New material is presented by illustrations and dialogues. Cassettes must be obtained from ACS and students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: None
Cassettes: \$16.00

Ukrainian 20 *Course Code: 2355* Follows Ukrainian 10, and is also based on the audio-lingual approach. The grammatical focus is on singular and plural declensions of adjectives, use of prepositions, and verbs in all tenses and aspects. Cassettes must be obtained from ACS and students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: Ukrainian 10
Cassettes \$10.00

Ukrainian 30 *Course Code: 3355* Follows Ukrainian 20 and is the final course in the series. It follows the same approach as Ukrainian 20 and stresses vocabulary building, reading practice, and fine points of Ukrainian grammar. Cassettes must be obtained from ACS and students must have access to a cassette player with a microphone. Twenty lessons; 5 credits.

Textbook: None

Prerequisite: Ukrainian 20
Cassettes \$8.00

Western Canadian History 20 *Course Code: 2185* Deals with the history of the four western provinces from 1670 onward. Among the major topics covered are the Red River colony, the Riel Rebellions, preparation for western settlement, agrarian unrest, the depressions, and western political movements. Twelve lessons; 3 credits.

Textbooks: *Democracy & Discontent:* Young; 0070 826 714
The Opening of the Canadian West: Hill;
0774 701 153

\$10.90
\$4.65

Prerequisite: None

World Religions 30 *Course Code: 3161* Designed to acquaint students with the various religions of the world. Students will gain an appreciation of the endurance of the great religions throughout history and they should also develop an empathy for and an acceptance of the beliefs of others. Twelve lessons; 3 credits.

Textbook: ***World Religions:* Nigosian;

\$6.95

Prerequisite: None

ADULT UPGRADING COURSES

ADULT UPGRADING COURSES (SENIOR HIGH SCHOOL LEVEL)

As an alternative to the normal 10-20-30 series in subjects required for entrance to university or technical institutes, the ACS has designed specially concentrated upgrading programs which provide the essential material from Grade 10 and Grade 11 courses required by adults to successfully complete the respective Grade 12 subjects.

These upgrading materials consist of a number of preliminary lessons which precede the regular "30" level course. Upon passing the ACS final test and Provincial Diploma Examination, where required, the student will have met the requirements for university entrance in that subject.

The entire course is referred to as a "30A" course. Students may enrol initially in the preliminary lessons and then enrol in the "30" course, or may enrol in the complete "30A" course.

The fees are \$15 for the preliminary lessons, \$20 for a regular "30" level course, or \$35 for a complete "30A" course for Alberta residents.

For out-of-province students, the fees are \$30 for the preliminary lessons, \$40 for the regular "30" level course, and \$70 for a complete "30A" course.

Upon completion of the preliminary lessons, students will be granted neither credits nor official standing, although **some** educational institutions **may** accept them as the equivalent of a "20" level course and permit students to enrol in a "30" level subject.

Chemistry 30A Course Codes: *Chemistry A-J: 5012; Chemistry 30: 3240* Recommended for adults who have no previous courses in chemistry. Lab work required.

Textbook:	<i>Chemistry: Experiments & Principles:</i> O'Conner et al; 0669 003 824	\$28.60	Prerequisite: None
	<i>Laboratory Manual for Chemistry: Experiments & Principles;</i> Davis et al; 0669 003 840	\$8.65	Lab Kit: \$10.00

English 30A Course Codes: *English A-F: 5010; English 30: 3100* Recommended for adults who have taken some high school English and who have read widely, provided their native language is English. Others will be accepted for enrolment if they complete a short diagnostic exercise which indicates that they possess a satisfactory background.

Textbooks:			Prerequisite: As indicated above.
A to F	** <i>Points of View:</i> Buxton et al;	\$9.25	
	** <i>Guide to Modern English:</i> Corbin, Perrin & Buxton	\$10.95	

English 30	<i>Story & Structure:</i> Perrine, either 1966 or 1981 Edition; 0774 711 957	\$16.15
	<i>The Writing Process:</i> Canadian Edition; Gehle & Rollo; 0176 015 310	14.45
	<i>Theme & Image II:</i> Gillanders; 0773 026 517	9.65
	<i>The Active Stylist:</i> Messenger & News; 0130 036 323	12.95

French 30A Course Codes: *French A-J: 5014; French 30: 3300* This course is intended for adults who have some formal background in French. Students who have no such background should take French 10-20-30. A diagnostic exercise is available to help ACS determine your background knowledge. Cassettes must be purchased from the ACS, and access to a cassette recorder with a microphone is required.

Textbook:	<i>French for Mastery: Level 1,</i> 1975 Edition; 0669 621 668	\$18.95	Prerequisite: As indicated above
	<i>French for Mastery: Level 2,</i> 1975 Edition; 0669 623 318	20.45	Cassettes: \$26.00 for French 30A \$10.00 for French A-J

German 30A *Course Codes: German A-J: 5015; German 30: 3315* This course is intended for adults who have some formal background in German. Students who have no such background should take German 10-20-30. Cassettes must be purchased from the ACS, and access to a cassette player with a microphone is required.

Textbook:	A-LM German, Level One, Student Textbook 2nd Edition; 0153 838 450	\$17.40	Prerequisite: As indicated above
	A-LM German, Level Two, Student Textbook, 2nd Edition; 0153 839 228	18.10	Cassettes: \$14.00 for German 30A \$ 6.00 for German A-J

Mathematics 30A *Course Codes: Mathematics A-K: 5009; Mathematics 30: 3200* Recommended for adults who have a good knowledge of elementary algebra (integers, exponents, algebraic expressions, linear equations). Students who have not studied algebra for a number of years and need a review of basic concepts are advised to take Basic Algebra and Geometry first (see below). A short mathematics diagnostic test is available if students want advice on whether to begin with Basic Algebra and Geometry or Mathematics 30A.

Textbook:	None	Prerequisite: As indicated above
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Physics 30A *Course Codes: Physics A-J: 5013; Physics 30: 3260* Recommended for adults who have no previous courses in physics. Mathematics background at the senior high school level would be helpful. Laboratory work required.

Textbook:	<i>Project Physics: Rutherford, Unit 4,</i> <i>Light & Electromagnetism;</i> 0030 896 398	\$14.30	Prerequisite: None
	<i>Unit 5, Models of the Atom;</i> 0030 896 401	14.30	Lab Kit: \$10.00

ADULT UPGRADING COURSES (JUNIOR HIGH SCHOOL LEVEL)

The following are non-credit courses which provide background for entrance into high school courses.

The fees for these courses are \$20 for Alberta residents, and \$40 for out-of-province students.

Diagnostic exercises in English and mathematics are available on request for persons who are uncertain of the appropriate level at which to begin their studies in these subjects.

Basic Algebra & Geometry *Course Code: 5005* A ten-lesson course which covers important topics from junior high mathematics, providing a basic background in elementary algebra for those who wish to study algebra in high school. Students who achieve a majority of "A" gradings on their lessons in this course should be able to handle Mathematics 10 or 30A. Students with lower lesson gradings are advised to proceed to Mathematics 13 or 15.

Textbook:	None	Prerequisite: A good background in arithmetic or Practical Mathematics Modules 1-5 (see next page)
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English for Adults 2 *Course Code: 5002* This thirty-lesson course covers basic grammar, spelling, reading, comprehension, word usage, and paragraph writing at the junior high school level (Grades 7 and 8). It will provide upgrading to the Grade 10 level in most cases, but exceptional students may be able to handle Grade 11 English.

Textbook:	None	Prerequisite: None
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Modified Mathematics 7 *Course Code: 5050; Modified Mathematics 8* *Course Code: 5051; Modified Mathematics 9* *Course Code: 5052* These thirty-lesson courses are based generally on the present Grade 7, 8, and 9 Mathematics, but have been modified and simplified for students who wish a more practical approach to mathematics, and who are interested in the general mathematics program in high school. These courses are designed to prepare students for Mathematics 15, which is a high school course suitable for fulfilling the mathematics requirement for a high school diploma. Before applying for any of these courses, you are advised to complete the ACS diagnostic exercise for placement purposes.

Textbook:	None	Prerequisite: None
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Practical Mathematics *Course Code: 5006* Consists of eight modules, each containing from four to seven lessons. Module titles are:

- | | | |
|-----------------------|-------------------------|-------------------------|
| 1. Whole Numbers | 4. Ratio & Proportion | 7. Intermediate Algebra |
| 2. Fractional Numbers | 5. Measurement | 8. Trigonometry |
| 3. Decimal Numbers | 6. Introductory Algebra | |

This course is designed to provide upgrading and additional background in mathematics. Taken individually, the modules provide instruction and practice in specific areas of weakness. Taken as a unit, the first five modules should equip students to handle most of the practical mathematical problems encountered in daily living. Students who successfully complete Practical Mathematics (Modules 1-5) may proceed to Mathematics 15. Modules 1-7 of Practical Mathematics prepare for Mathematics 13.

This series was also designed to meet the needs of tradespeople, especially in preparing students to meet the entrance requirements for apprenticeship programs. If the first five modules are successfully completed, students should be able to pass the mathematics section of the entrance examination set by the Apprenticeship Board for the following apprenticeship programs:

Agricultural Mechanic	Glassworker	Plasterer
Appliance Serviceman	Heavy Duty Mechanic	Plumber
Auto Body Mechanic	Insulator	Refrigerator Mechanic
Baker	Lather	Roofer
Bricklayer	Machinist	Sheet Metal Mechanic
Carpenter	Millwright	Steamfitter
Cook	Motor Mechanic	Steel Fabricator
Floorcovering Mechanic	Painter and Decorator	Tile Setter
Gasfitter	Partsman	Welder

If students successfully complete Modules 1-7, they should be prepared to pass the Apprenticeship Board's mathematics examination for entrance into the following apprenticeship programs:

Communications Electrician	Electrician	Electrical Mechanic
Instrument Mechanic	Power Electrician	Radio Technician

The final module on trigonometry provides an introduction to basic trigonometry.

Textbook: None Prerequisite: None

Fee is \$15 for the first module and \$5 for each additional module. (\$30 and \$10 for out-of-province students) Thus the cost of Modules 1 to 5 is \$35 (\$70 for out-of-province).

Applied English *Course Code: 5008* This course stresses skills rather than content. The six-lesson module concentrates on the following areas:

how to follow instructions	how to study	how to read faster
how to pass tests	how to apply for a job	how to write a business letter

Grammar, spelling, and punctuation have been replaced by diagrams, graphs, gauges, charts, and tables. Although designed primarily for entrance to apprenticeship programs, other adult students may find it useful.

Textbook: None Prerequisite: None

Basic Physical Science *Course Code: 5007* This six-lesson module deals with topics such as force, work, simple machines, pressure, basic molecular structure, heat temperature, and introductory electricity. The course is intended to upgrade knowledge of physical science, roughly to the Grade 10 level and as such, would be useful for persons wishing to qualify for apprenticeship or other training programs.

Textbook: None Prerequisite: None

Fees for Applied English and Basic Physical Science are \$15 for Alberta residents, and \$30 for out-of-province students.

No final tests are required for any of the junior high school upgrading courses, and no high school credits are given upon successful completion of the courses. The ACS will, however, issue a letter to each student who completes a junior high school upgrading course indicating the average grading.

**SPECIAL ADULT
INTEREST COURSES**

SPECIAL INTEREST COURSES

The fee for registering in one module of a special interest course is **\$15.00** per module for Alberta residents and **\$30.00** per module for out-of-province residents. For those subjects which consist of more than one module, any additional module may be taken during the year of enrollment at a cost of **\$5.00** each for Alberta residents and **\$10.00** each for out-of-province residents.

None of the following modules require textbooks, and there are no prerequisites with the exception of Computer Technology. Modules may be taken in any order.

Accident Prevention *Course Code: 5016*

Module 1: Traffic Safety

This module consists of six lessons, each of which deals with one aspect of the ever-increasing problems of safety on the highway.

Module 2: Home Safety

Hazards present in all areas of daily life which may cause accidents are closely scrutinized. The information and knowledge presented will help the students to become more aware of these hazards, and to know how to cope with them.

Anthropology *Course Code: 5017*

Two modules, dealing with basic concepts in Anthropology. (Written in easy, direct style).

Module 1: Introduction to Anthropology

Human customs, various life styles and the nature of man are explored in the six lessons which make up the first module. Students will have to do an anthropological study of themselves and to compare their own way of life to the way people live in other societies.

Module 2: The Ways of Man

A more intensive look is taken at the work of anthropologists and their studies of human evolution, religions, customs and ways of life. The various aspects of the science of anthropology are also discussed.

Astronomy *Course Code: 5018*

Module 1: Introduction to Astronomy

A six-lesson module dealing with basic concepts in astronomy, including present knowledge and theory regarding the solar system. Supplementary reading from various sources is advised. (A good level of reading and understanding is needed).

Automotives *Course Code: 5039*

Automobile Maintenance

This four-lesson module has been designed as an introduction to basic maintenance of the automobile. Topics covered include oil changes, chassis lubrication, fluid level checks, tire pressure checks plus minor adjustments and repair. A practical activity section is included in which the student requires access to a vehicle to do certain checks plus activities related to its lubrication, charging, and steering systems.

Basic Grammar for Adults *Course Code: 5003*

This is a twelve-lesson non-credit course designed to give the student an understanding of English grammar. It contains notes and exercises on the parts of speech, punctuation, vocabulary and sentence structure.

A workbook, *Basic English Review*, (or *English the Easy Way*) supplied with the course, contains a minimum of explanation and a maximum of practise material. The workbook will be supplemented by notes in the lesson material.

Computer Technology *Course Code: 5019*

Module 1: Introduction to Computers

This module of four lessons introduces flow charting, BASIC programming, and discusses briefly the history of digital computers and computer languages. Access to a computer is not required. This module must be taken before Computer Programming.

Module 2: Computer Programming

This module of four lessons introduces more of the BASIC programming language and discusses computer hardware. Access to a computer is not required.

Ecology *Course Code: 5020*

This six-lesson non-credit course has been designed as an introduction to the subject of ecology. It examines air, water, noise and land pollution; wildlife conservation; renewable and non-renewable resources; as well as the problems of over-population.

Flight *Course Code: 5021*

This six-lesson module outlines the principles of operation of balloons, aeroplanes, and helicopters. Concepts introduced include how aircraft fly and how they are controlled, stability, propulsion, streamlining and the historical development of aircraft. The approach is as non-mathematical as possible; pictures and diagrams are used to explain much of the material.

Forestry *Course Code: 5022*

Module 1: The Forest

This is a five-lesson module which introduces the concept of the forest and forestry and also deals with forest classification, forest resources, enemies of the forest, administration of forest land, and careers in forestry. While forestry in general is dealt with, the major emphasis is on forestry in Alberta.

Module 2: The Tree

The five lessons in this module discuss the structure of a tree, its life processes including reproduction and growth, and how trees grow in association with other plants. Students will have an opportunity to learn about plant keys and how to use them to identify trees and shrubs.

Module 3: Forest Products

The forest provides a variety of products. This module provides an introduction to wood and what it is, forest harvesting, logging and sawmills and their operation. The forest as an outdoor recreation source is also discussed in this module.

Module 4: Forest Measurement

Maps, air photos and surveying are discussed. An introduction to tree measurement and forest cruising is also presented. This is a five-lesson module.

Know Alberta *Course Code: 5024*

Module 1: Prehistory of Alberta

This is a six-lesson module dealing with the geologic events that shaped our province before the arrival of man. It deals with the formation of rock structures, the evolution of life, major events such as the ice ages, and the fossil record that is found. The economic importance of events in prehistory is also discussed. Students will learn some basic geology as well as prehistory. Part of the module is devoted to encouraging students to carry out their own investigations.

Module 2: The Native Peoples

The module on the Indians of Alberta traces the life of the Indians from the time of their arrival in North America thousands of years ago to the present time. Information is given on their connection with South East Asia, their supposed migration route to North America, customs, dress, the hunt, and organization. The impact of European civilizations and the preservation of the Indian culture are also considered. The lessons are well illustrated.

Module 3: Settlement of Alberta

The module on the Settlement of Alberta concerns the earliest ranchers and farmers and how, when, and why they came; the preparations of the Canadian Government, the Canadian Pacific Railway, and others for their arrival; and some of the experiences of the settlers as they learned to adapt to the environment of Alberta.

Module 4: Geography of Alberta

The module looks at the geographical aspects of our province. The physical geography includes landforms, soils and vegetation, climate and weather. The human elements of Alberta geography are studied as well. These are settlement patterns, urbanization, industry, resources and environment concerns. As students progress through the six lessons, they will learn many of the basic skills and concepts of geography pertaining to their own province.

Module 5: Provincial Government

This is a six-lesson course designed to improve your knowledge and understanding of the Alberta Government. The contents include the roles of our various levels of governments, a history of politics in Alberta, how a government is formed, the workings of our legislature, and how the government affects us as individuals.

Module 6: Municipal Government

This module of six lessons was designed to provide information on how local governments are set up and how they work. The different types of rural and urban municipalities and their problems as well as special purpose boards are discussed. The exercises are designed to help students become familiar with their own local government, and students are expected to be prepared to do appropriate personal research to add to their own knowledge.

Law *Course Code: 5025*

Module 1: Government and the Law

Discusses the basis of Canada's legal system; the division of law-making powers, the administration of justice; and the role of police agencies. Includes legal definitions.

Module 2: Criminal Law

Defines the elements of a crime and the various types of crimes; suggests possible defences which an accused person may use; describes court procedures used in criminal cases and the possible penalties imposed.

Module 3: Civil Law (Torts)

The various types of civil wrongs for which a person may be sued; how the courts deal with civil suits and the manner of awarding compensation.

Module 4: Marriage and Divorce

The requirement for a valid marriage; how a marriage contract may be terminated; the obligations imposed by law on both parties concerning finances and children.

Module 5: Consumer Contract Law

The elements involved in making a valid contract; the duty imposed by law on those who wish to sell goods or services in the marketplace; how to obtain and use credit to your advantage.

Module 6: Employment Regulations

The standard employment contract; the duties imposed by law on both the employer and employee; unions and collective bargaining; types of business organizations.

Module 7: Motor Vehicle Law and Insurance

The need for legislation to control traffic; the powers of police; the rights of vehicle operators; the need for insurance and the various types available.

Module 8: Wills and Inheritance

The need to make a will; the elements of a valid will; what happens to property when a person dies without leaving a will, the role of insurance in providing for dependents.

Letter-Writing *Course Code: 5026*

A six-lesson module, intended to give some helpful hints on how to write letters. Although the emphasis is on business letters, the principles discussed can be applied to other types of communication as well. The course contains examples and suggestions on planning the business letter, style in letter writing, and correct punctuation and expression.

Looking at China *Course Code: 5028*

Module 1: Across a Chinese Bridge

This six-lesson module looks at places and people in various regions of China and the way in which different people living in different surroundings.

Module 2: Living with the Landscape

This six-lesson module looks at various features of Chinese life: agriculture, education, sports, health and medical care, science, technology, philosophy and the arts, political and economic organization.

Metrication *Course Code: 5029*

This six-lesson non-credit course has been designed to help the student to understand the metric system which is currently being adopted in Canada. The module deals with the reasons behind metric adoption, the mathematics of metrication, and some of the problems which may be encountered in adopting the metric system.

Mythology *Course Code: 5030*

The general purpose is to acquaint the student with the various mythological references appearing so often in English literature.

Module 1: Roman and Greek Gods (six lessons)

A discussion of the major Roman and Greek gods, dealing with their origins and relationships to each other.

Module 2: Norse and Germanic Gods (six lessons)

A discussion of the Norse and Germanic mythologies.

Module 3: Gods of the Americas (six lessons)

A brief introduction to the mythology of North and South America. The emphasis is on North America.

Students may register in any one or more modules according to their particular interests.

Photography (Available only to Alberta Residents)

Module 1: Camera Use *Course Code: 5032*

This module is designed to serve as an introduction to photography, regardless of the type of camera a person may have. It covers the basic camera adjustments, outdoor lighting, using a light meter, using flash, and making pleasing compositions.

Students are asked to submit photographs, but no processing is required. Three rolls of film would generally be needed.

Any type of camera is suitable.

Module 2: Darkroom Procedures

An introduction to black and white developing, printing and enlarging, designed to enable the student to produce professional quality enlargements.

Although this four-lesson module is intended primarily for people who have the use of an enlarger, the basic work can be done without one, by purchasing the Darkroom Procedures Contact Printing kit (\$10.00). This supplies the photographic material required to make large contact prints.

Servicing Small Appliances *Course Code: 5034*

Resistance Appliance Repair

This module is composed of four lessons dealing with the theory and servicing of resistance appliances. The appliances covered include the toaster, kettle, coffee pot, and iron. The theory includes electrical symbols, electrical circuits, thermostats, and safety. The theory is quite extensive so that the student can go beyond the appliances covered in this module. The practical lessons include general repair and service procedures, and actual "hands on" repairs of a toaster and a steam iron. A general appendix giving parts diagrams of numerous resistance appliances is included. Students must have access to tools and to a broken iron and toaster in order to do this course.

Small Engines *Course Code: 5037*

This four-lesson module is an introduction to small gasoline engines of the air cooled variety. Its main purpose is to give the owner/operator of small gas driven equipment the knowledge needed to maintain and repair such equipment.

Spelling Practice *Course Code: 5035*

A six-lesson module designed to improve the student's spelling. It contains helpful suggestions, basic spelling rules and numerous exercises. Adults at any level of education can benefit from the instruction.

The module consists of Lessons 25 to 30 of **English for Adults 2**. For information about **English for Adults 2**, please refer to the Adult Upgrading section of this calendar.

The Story of Mathematics *Course Code: 5036*

This module consists of six lessons which outline the development of mathematics from the earliest times. It explains in simple terms how mathematics originated. The exercises include many interesting puzzles.



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